

Planning and Development

Lisa Plowman

Department Director

Administration

Permitting

Coastal Mitigation

Code Enforcement

Long Range Planning



FY 2020-21

BUDGET WORKSHOPS

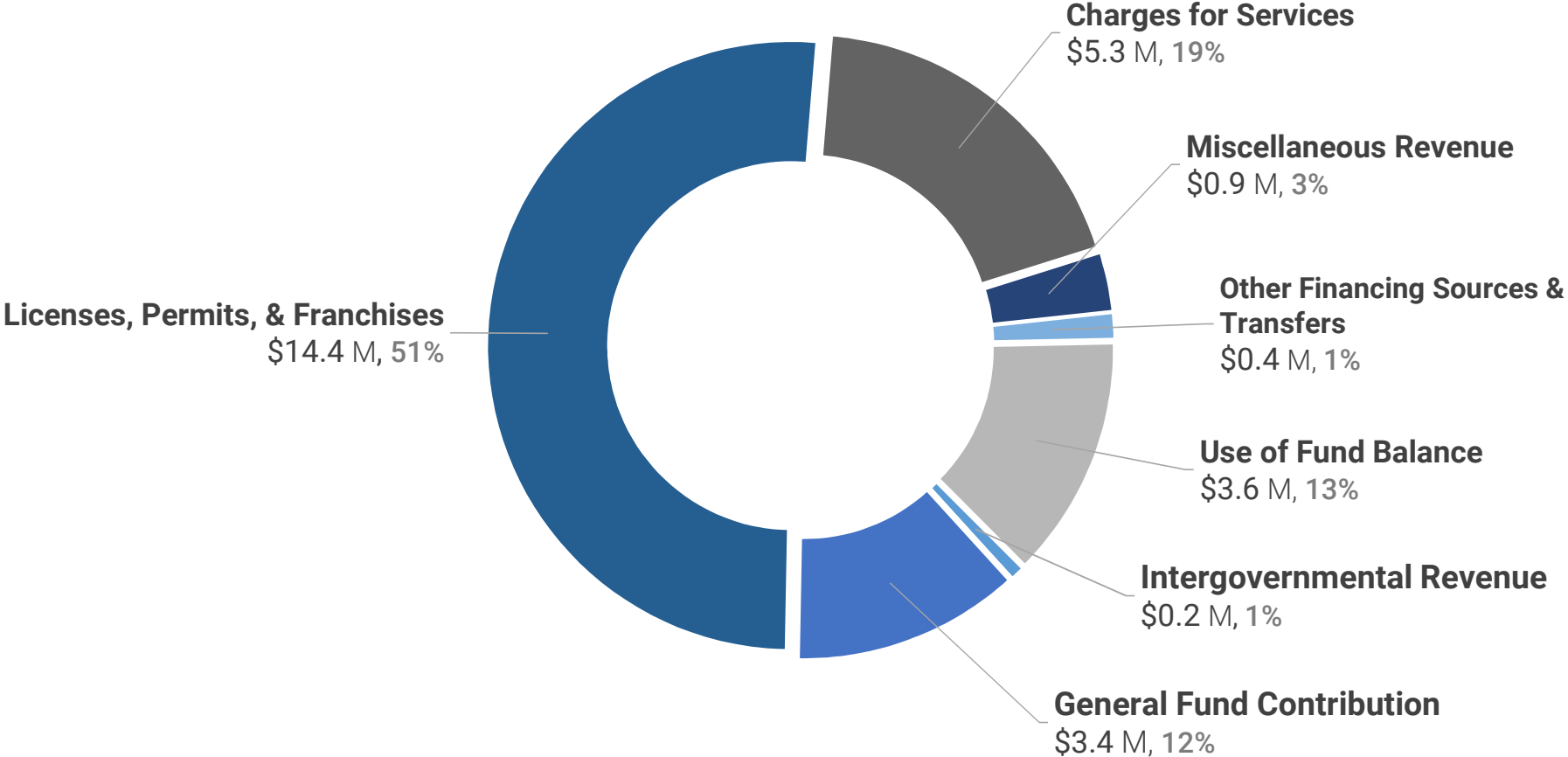
Key Challenges & Emerging Issues

- Cannabis permitting, enforcement and compliance programs
- Development and adoption of complex policy projects through a public process on time
- Attracting, training and retaining staff
- Enhancing customer service through technology improvements
- COVID-19 Operational and Fiscal Impacts
 - Public service counters closed but accepting electronic and paper permit submittals
 - Inspection services continuing
 - Economic recovery from COVID-19 is key to permit activity

Budget Summary

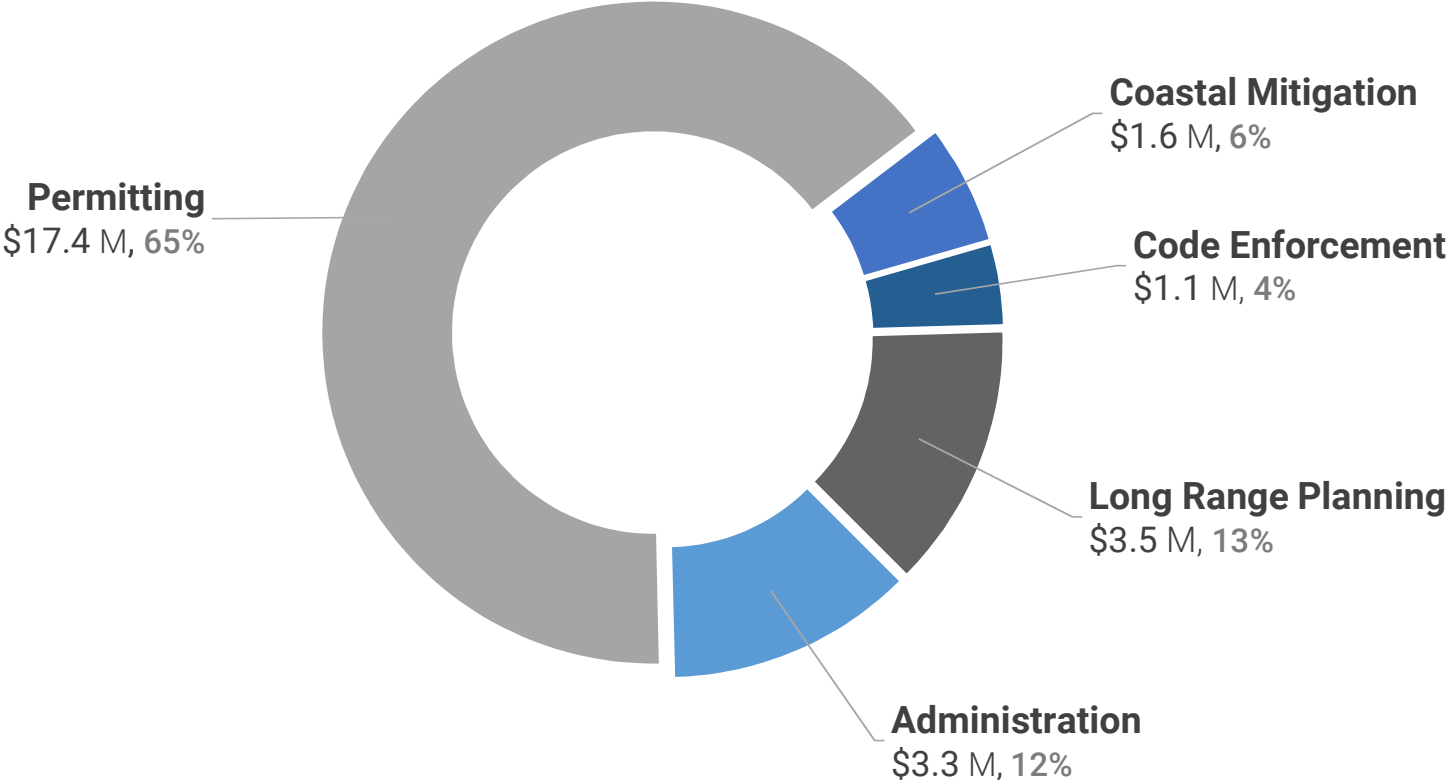
Operating Budget	\$ 26,838,000
Use of One-Time for Ongoing Operations	\$ 0, 0%
Capital Budget	\$ 59,400
General Fund Contribution	\$ 3,389,500
Full-Time Equivalents	110.3
Service Level Reductions	\$ 0
Restoration Requests	\$ 0
Expansion Requests	\$ 259,600

Source of Funds

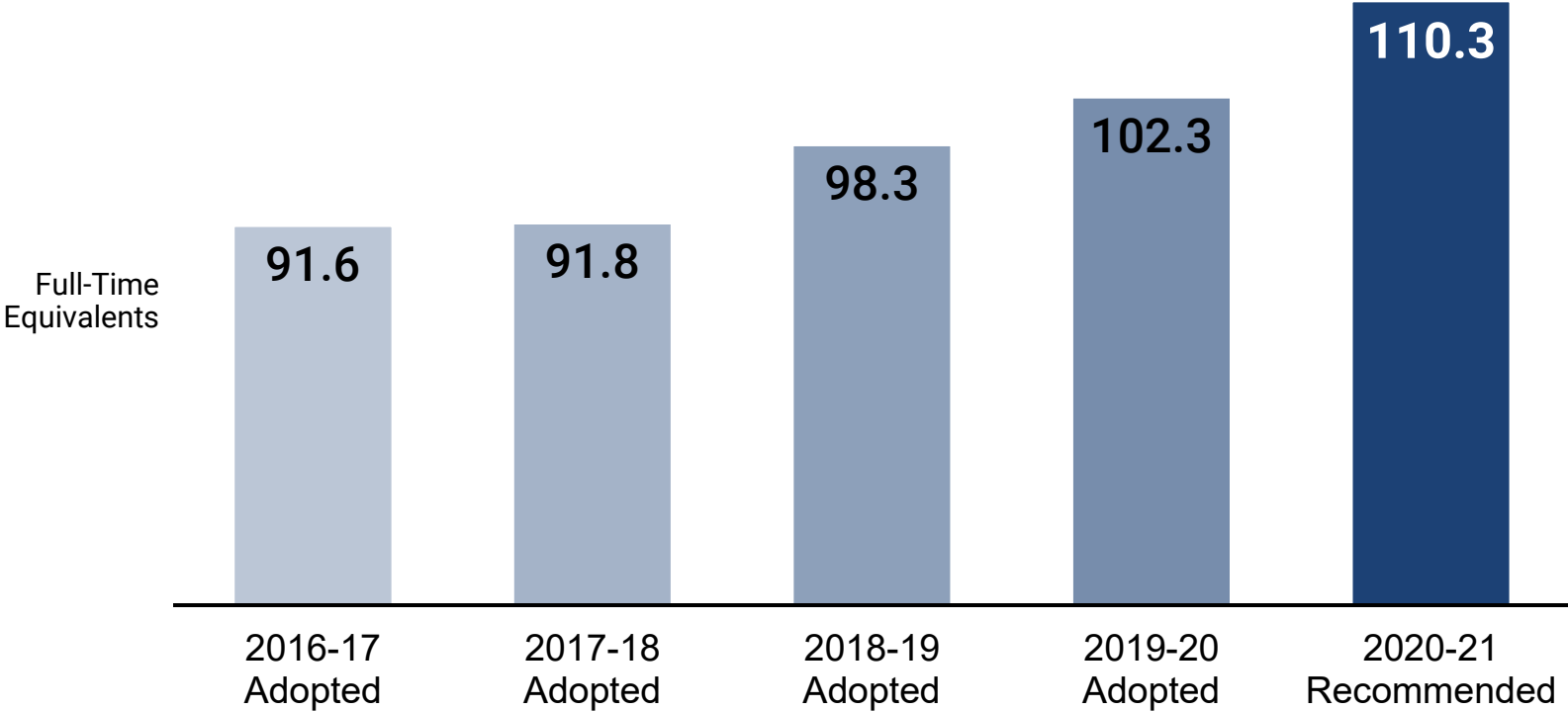


Use of Operating Funds

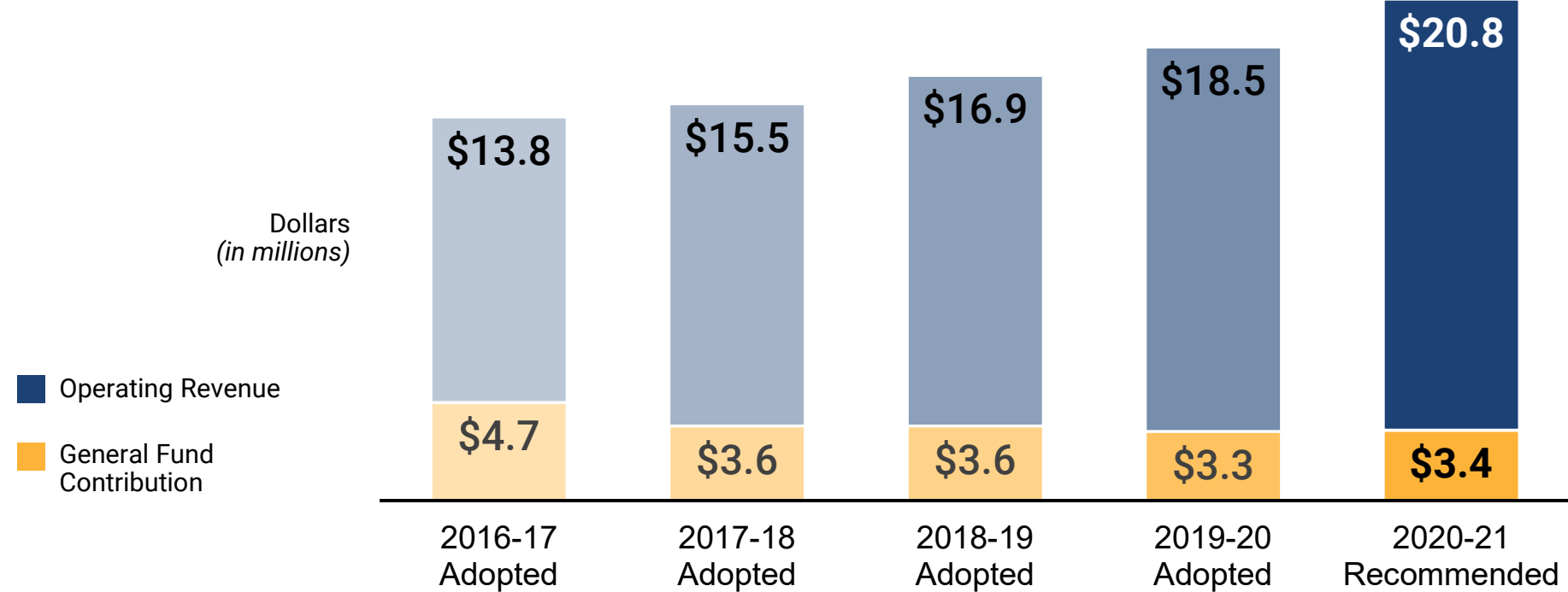
By Budget Program






Staffing Summary




Operating Revenue & General Fund Contribution



FY 2019-20 Anticipated Accomplishments

- Implemented online permitting option for simple over-the-counter permits 
- Implemented credit card payment options for online and in-office payment 
- Recipient of grant funding for Housing and Accessory Dwelling Unit Ordinance Amendments over the next two fiscal years 
- Participated in the County's Cannabis Enforcement Team
- Developed departmental on-boarding program for all new hires

 Renew '22
Departmental Initiative

FY 2019-20 Anticipated Accomplishments

- Processed and approved over 1,551 zoning permits and 3,472 building permits
- Completed an update to the Isla Vista Bluff Policy
- **Completed Development Projects, including:**
 - Cannabis Permits
 - Debris Flow Nets Emergency Permit & Development Plan
 - Straus Wind Energy Project
- **Completed Coastal Commission Certification of:**
 - Amendments for the CalTrans Highway 101 HOV Lanes Project
 - Amendments for Agricultural Employee Dwellings
- **Completed Local Adoption of:**
 - Cannabis Ordinance amendments relating to inland AG-I areas

◆ Renew '22
Departmental Initiative

FY 2020-21 Objectives

◆ Renew '22
Departmental Initiative

- Continue permitting, enforcement and compliance associated with cannabis
- Online permitting tools ◆
 - Electronic plan submittal
 - Enhancement of online features expanding for all departments within in permit review process
- Continue efforts in staff retention and development ◆
 - Implement on boarding program for all new hires
 - Initiate a third round of the Leadership Development Academy
 - Develop and implement a complete training program for new hires and existing staff

FY 2020-21 Objectives

◆ Renew '22
Departmental Initiative

- Complete Long Range Planning Projects
 - Board Adoption:
 - Farmstay Ordinance Amendment
 - Short term Rental/Homestay Ordinance amendments in the Coastal Zone
 - Coastal Commission Certification:
 - Agricultural Employee Dwelling Ordinance
 - Coastal Resiliency Local Coastal Program Amendments
 - Complete ordinance amendments and environmental review for Agricultural Tiered Permitting
 - Complete the Vulnerability Assessment for the Safety Element
 - Complete ordinance amendments to address new State housing law

RENEW '22 | Big Picture Goals

RE-DESIGN

- Website upgrades including online permit submittal and credit card payments
 - Implement permitting and GIS system online tools to increase permit process efficiencies
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- Identify additional staff from each division to enroll in the Countywide Process Improvement Program to optimize departmental processes
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RE-BALANCE

- Continue to pursue grant funding within the Long Range Planning Work Program
 - Continue to review and adjust fees to recover all allowed costs
 - Structure Enterprise Funds to provide appropriate service levels resulting from changes in business/economic cycles
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RENEW '22 | Big Picture Goals

RESPOND

- Continue online survey soliciting customer feedback regarding experience and satisfaction
 - Implement customer service survey cards at public counters
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RETAIN

- Management Team participation in County Leadership Program
 - Continue Management succession planning efforts
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- Continue Employee engagement efforts including Department On-Boarding Program, positive motivators, and mentoring
 - Continue succession planning efforts including Leadership Development Academy and internal training programs
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Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Percent of departmental Employee Performance Reviews completed by the due date	92.4% 61 / 66	86.2% 56 / 65	80.3% 61 / 76	100% 100 / 100
Provide initial planner feedback on staff-issued permit applications within ten (10) working days of application submittal	94.7% 445 / 470	86.0% 545 / 634	73.3% 557 / 760	100% 625 / 625
Approve staff-issued permits within sixty (60) days of application submittal	57.6% 358 / 621	54.1% 390 / 721	46.6% 372 / 798	80% 560 / 700
Present to decision maker within four (4) months of application completeness on planning projects that require a CEQA Exemption	75.9% 41 / 54	64.0% 32 / 50	90.6% 58 / 64	95% 61 / 64

Performance Measures

Description	2017-18 Actual	2018-19 Actual	2019-20 Est. Actual	2020-21 Recommended
Conduct final inspections on projects for sign-off on conditions of approval within five (5) working days of an applicant's requested date	98.8% 79 / 80	97.4% 184 / 189	99.5% 199 / 200	100% 200 / 200
Complete first plan check review for grading plans <1500 cubic yards within two (2) weeks of application acceptance	89% 100 / 112	83.9% 99 / 118	85% 119 / 140	100% 140 / 140
Complete inspections within one business day of requested date	99.3% 24,124 / 24,282	99.6% 26,821 / 26,927	99.9% 26,973 / 27,000	100% 28,000 / 28,000
Make a determination of whether a violation exists within 60 days of receiving the complaint	76.1% 344 / 452	88.0% 416 / 473	93.3% 485 / 520	100% 500 / 500

Service Level Reductions

NONE

Expansion Requests

Description	FTE(s)	GFC Amount	Non-GFC Amount
Long Range Planning Division - Planner I/II	2.0	\$ 259,600*	\$

* On-going Funding

Summary

- Cannabis permitting, enforcement and compliance programs
- Development and adoption of complex policy projects through a public process on time
- Attracting, training and retaining staff; succession planning
- Enhance customer service through technology improvements
- Analyze and implement Renew '22 Initiatives
- COVID-19 Operational and Fiscal Impacts

“A tiny change today brings a dramatically different tomorrow.”

- Richard Bach



FY 2020-21
BUDGET WORKSHOPS